United Nations ST/AI/2003/9

Secretariat

31 December 2003

Administrative instruction amending administrative instruction ST/AI/1998/3

System of daily subsistence allowance

The Under-Secretary-General for Management, pursuant to section 4.2 of Secretary-General's bulletin ST/SGB/1997/1, and for the purpose of implementing General Assembly resolution 58/279 of 23 December 2003, amends as follows administrative instruction ST/AI/1998/3, entitled "System of daily subsistence allowance":

Section 3 is replaced by the following:

Rates for high-level officials

3.1 Effective 1 January 2004, the additional amount of daily subsistence allowance previously payable to United Nations staff members at the Assistant Secretary-General level and above and in the Director category shall no longer be paid.

3.2 United Nations officials other than staff members who are at a rank equivalent to Assistant Secretary-General or above shall be paid daily subsistence allowance at the rate promulgated by the International Civil Service Commission, plus 40 per cent. The rate paid to those officials is subject to reduction after 60 days in any one location. United Nations officials other than staff members who are at a rank equivalent to the Director level shall be paid daily subsistence allowance at the rate promulgated by the International Civil Service Commission, plus 15 per cent. The 15 per cent additional amount shall not apply to rates payable after 60 days in any one location.

3.3 The changes implemented by sections 3.1 and 3.2 of the present instruction shall not affect the 40 per cent additional amount paid for daily subsistence allowance to members of organs or subsidiary organs of the United Nations under the provisions of Secretary-General's bulletin ST/SGB/107/Rev.6 of 25 March 1991, entitled "Rules governing payment of travel expenses and subsistence allowances in respect of members of organs or subsidiary organs of the United Nations".

3.4 The rates payable under sections 3.2 and 3.3 above shall be rounded to the nearest dollar. The Secretary-General may establish special rates where circumstances so warrant.

The present instruction shall enter into force on 1 January 2004.

(*Signed*) Catherine **Bertini**
Under-Secretary-General for Management

03-67591 (E) 050104